

SECTION "P" - RELIGIOUS INFORMATION

CHAPLAINS

- The Chaplain shall have appropriate clinical pastoral education, or equivalent specialized training, and be recognized by a religious certifying body.
- The Prison shall have at least one (1) full-time Chaplain, with Assistant Chaplains appointed as required.
- The Chaplain is responsible for planning, coordinating, directing, supervising, and managing religious activities in the Prison, in cooperation with the Prison Warden or designee.
- The Chaplain is available to provide pastoral care and counseling to inmates who request it, both through group programs and individual services.
- The Chaplain is responsible for assisting an inmate who belongs to a religious faith different from the Chaplain or Assistant Chaplains to contact a community representative of faith groups for pastoral care and counseling.
- An office shall be provided for the Chaplain and Assistant Chaplains and they shall have physical access to all areas of the Prison to minister to inmates, subject to safety, security and orderly operation of the Prison. The Chaplain and Assistant Chaplains may minister to inmates in the Chaplain's Office if it is appropriate.
- The Chaplain is responsible for maintaining close relationships with all community religious resources in order to insure community involvement, including the participation of volunteers.
- In coordination with the Prison Warden or designee, the Chaplain is responsible for timely reviewing religious material received at the Prison, including religious material donated for general use in Prison libraries and religious activities, and religious material to be given to inmates.
- The Chaplain shall make notification to an inmate in the event of a family member's death, illness or injury after verification.

OPPORTUNITY TO PRACTICE ONE'S FAITH

The religious practices policy of the York County Prison is designed to meet the needs of the inmates. Inmates of different religious beliefs will be provided reasonable and equitable opportunities to participate in the practices of their respective faiths. These opportunities will exist for all equally, regardless of the number of practitioners of a given religion, whether the religion is "mainstream", whether the religion is "Western" or "Eastern", or other such factors. Opportunities will be constrained only by concerns about safety, security, the orderly operation of the Prison, or extraordinary costs associated with a specific practice.

Inmates shall have the opportunity to engage in practices of their religious faith that are deemed essential by the faith's judicatory, consistent with the safety, security, and the orderly operation of the facility.

No one may disparage the religious beliefs of an inmate to change religious affiliation. Attendance at all religious activities are voluntary, and unless specified, open to all.

RELIGIOUS OPPORTUNITIES AND LIMITATIONS

Opportunities for religious activities are available regardless to race, color, nationality, or creed. When necessary for the security or good order of the Prison, attendance at a religious activity may be limited or discontinued. Participation in a particular religious activity or practice may be limited to the members of the religious group. Ordinarily, when the nature of the activity or practice (fasts, ceremonial meals, headwear requirements, work proscriptions, etc.) indicates a need for such a limitation, only those inmates whose records reflect the pertinent religious preference will be included

RELIGIOUS PREFERENCES

An inmate is required to designate a religious preference or belief, or no preference, during initial processing to enable Prison staff to determine participation in specific religious practices. Staff shall record the inmate's religious designation.

By notifying the Chaplain in writing, an inmate may request to change this designation at any time, which will be timely reviewed. The request shall include evidence that the criteria for formal acceptance into the faith or religious practice has been met. The Chaplain, in consultation with the Prison Warden or designee, shall review the request and shall notify the inmate of the decision to grant or deny the request, and make any necessary changes to the inmate's records.

Inmates showing "No Preference" may be restricted from participation in those religious activities deemed appropriate for members only. In the interest of maintaining the security and orderly operation of the Prison

and to prevent abuse or disrespect by inmates of a religious practice or observance, the Chaplain shall monitor patterns or changes in declarations of religious preference.

RELIGIOUS LITERATURE

An inmate who wishes to obtain religious books, magazines, or periodicals must comply with the Prison's general rules for ordering, purchasing, retaining, and accumulating personal property. Religious literature is permitted in accordance with procedures governing incoming publications.

The Chaplain prior to distribution, which will not be unreasonably delayed, shall review religious literature purchased by or donated to the Prison.

Religious literature that advocates violence or racial hatred in the name of religion, that seeks to denigrate other religions, or that encourages illegal activity shall not be accepted and shall be returned.

RIGHT OF APPEAL

Any inmate who feels that Prison religious practices policy or a decision made by a Prison employee does not allow the inmate a reasonable and equitable opportunity to participate in the practice of their respective faith may file an "801 Complaint", as detailed in the Inmate Handbook. The inmate may also appeal the response to the complaint to the County Solicitor's Office, and ultimately to the York County Prison Board.

If an inmate belongs to a faith which is not represented by either the Chaplain or his staff or any religious volunteer, the Chaplain is responsible for assisting the inmate in contacting such a person. An "unknown" clergyman (not listed by the York County Council of Churches), may be included on an inmate's visitor's list and may visit with that person during normal visiting hours. The Chaplain can also make special arrangements to have a recognized clergyman visit with an inmate, without that person being listed or counted as a 'visitor'.

All inmates have the right to practice their faith so long as it does not interfere with the security operation of the institution.

RELIGIOUS FACILITIES AND EQUIPMENT

While space is at a premium at York County Prison, there is room put aside to be used for religious services (the main multi-purpose room). The Chaplain is provided his own office and religious volunteers are afforded the attorney/client rooms for individual counseling. "Good News Jail and Prison Ministries" provides for the Chaplain's equipment needs.

The senior Chaplain in cooperation with the Warden and the Deputy Warden for Treatment coordinate the acceptance of donated materials to be used by the Chaplain's Department.

RELIGIOUS VOLUNTEERS

Security Clearance

- A Religious Volunteer wishing to provide religious services or activities on a regular basis shall submit an application and authorization for a criminal background check to the Facility Chaplain. They must also be able to provide verification of their religious affiliation and/or who has received endorsement from his/her faith.
- Approved representatives providing regular religious services or activities shall be placed on the approved volunteer list to enter the prison.
- Religious volunteer requesting to provide a one time or limited number of services or counseling sessions shall provide verification of their religious affiliation and/or documentation of their endorsement from his/her faith. Approval shall be documented on a Sallyport Clearance.
- Representatives of faith groups shall be afforded equal status and treatment to assist inmates in observing their religious beliefs, unless security and good order of the facility warrants otherwise.
- Staff, relatives and family members of an inmate shall not be approved to enter the prison as Religious Volunteer, Religious Volunteer or faith group leader.
- Visits by Religious Volunteer, Religious Volunteer or faith group leader shall not be counted as regular visits.
- The visiting privileges of an approved representative of a major faith may be suspended or revoked if their actions or lack of actions violate the "Procedures for Religious Visitation"

SECTION "D" - RELIGIOUS PROGRAMS

The York County Prison Chaplain is qualified in that he/she has appropriate clinical pastoral education, and he/she is recognized by his/her religious certifying body. At present, the senior Chaplain has a Bachelor's degree in Religious Studies and a Master's degree in Theology. He is an ordained minister in the Evangelical Christian Church.

The York County Prison has at least one (1) full-time Chaplain.

At the York County Prison, the senior Chaplain in cooperation with the Deputy Warden for Treatment plans, directs, and supervises all aspects of the religious program. It is the Chaplain's responsibility to seek out volunteers to insure inmates of all faiths have the opportunity to practice their faith as a group if sufficient interest exists.

The Chaplain has physical access to all areas of the facility. The Chaplain has his/her own office and may call any inmate to his/her office at any time.

The senior Chaplain is responsible for maintaining close relationships with community religious resources. This is necessary because much of York County Prison's diverse religious program is presented by outside volunteers.

COMMUNITY INVOLVEMENT

The Chaplain shall conduct representatives of faith groups in the community to provide specific religious services that he or she cannot personally deliver. The term "representatives of faith groups" includes both clergy, spiritual advisors, and volunteers.

The representatives of faith groups shall pre-register with the Chaplain, completing a pastoral questionnaire. The Chaplain shall complete a background information/security review and verify the credentials of a representative of a faith group prior to approving his/her entry into the Prison.

Approved representatives of the faith groups shall be issued an visitor badge, which is required to be displayed to enter and while inside the Prison. The visitor badge shall be returned to the Prison when the representative leaves the prison.

Representatives of faith groups shall be afforded the same status and treatment to assist inmates in observing their religious beliefs, unless security and good order of the facility warrants otherwise.

Inmates of any faith tradition will ordinarily have access to recognized representatives of their faith group while housed in special housing or hospital units. Inmates in special housing shall make a request for a visit with their faith representative through the Chaplain, and requests shall be accommodated consistent with the security and good order of the Prison.

INTRODUCTION OF NEW AND UNFAMILIAR RELIGIOUS COMPONENTS

Inmates may request the introduction of new or unfamiliar religious components to the religious services program, consistent with his or her religious designation.

Inmate requests shall be made by completing the "Questionnaire Regarding New Religious Components" and submitting it to the Chaplain. In those instances when information is required regarding a specific practice, the Chaplain may ask the inmate to provide additional data in order to determine to include or exclude the practices from the religious services program.

The Chaplain shall review the request, which may include one-on-one interviews with representatives of a faith group, and shall make a recommendation to the Prison Warden or designee regarding the appropriateness of the request. The Chaplain shall communicate the final decision to the inmate.

If the request is denied, the inmate can place the faith group representative on their approved visiting list, with visits during normal visiting hours.

Decisions regarding the expansion of the Religious Services Policy are subject to the Prison's guidelines for maintaining a safe and secure facility and the availability of space and staff for supervision.

RELIGIOUS GROUP ASSEMBLIES

Inmates will have the opportunity to engage in group religious activities, consistent with the safe, secure and orderly operation of the Prison.

Inmates may participate in group religious activities without regard to their recorded religious preference. Insofar as it is possible, the religious activities of all groups shall be scheduled at times consistent with the religious beliefs of the group.

There are two (2) types of religious group assemblies at the Prison. The first is a group religious meeting, with a formal or organized ceremony, schedule, or agenda; and the second is a study group, which is less formal, with interaction between the inmates and the representatives of the faith group.

Group religious meetings shall be conducted in a non-controversial manner. Religious doctrine presented should be general and be limited to the religious tenets accepted by all sects, divisions, or equivalent of the major faith groups. The Chaplain and representatives of the major faith groups shall develop the basic, non-controversial doctrines for each major faith group; and group religious services and study groups shall be monitored to assure compliance with this policy.

Generally, no more than six (6) representatives of faith groups are required to conduct group religious services or studies. A request for additional representatives should be submitted to the Chaplain, who shall review the request and make a recommendation to the Warden or designee. The Chaplain shall communicate the final decision to the faith group making the request.

The Prison reserves the right to limit the number of inmates attending religious group meetings, consistent with safe, secure and orderly operation of the Prison.

The Prison also reserves the right to cancel group religious services if participation declines, a need for the use of the space arises, or issues arise concerning the safe, secure, and orderly operation of the Prison. In those cases, the Chaplain will work with the affected faith group to provide alternative religious services to inmates.

The Prison may restrict inmates from participating in religious group assemblies upon request of the faith group and upon a determination that the inmate was disruptive.

Group Religious Services:

- Separate group religious services shall be provided for the major faith groups in the Male Section, Female Section, Minimum Security Section, ICE Non-Criminal Section, General Population Section, North Block Section, and South Block Section. Major faith groups are defined as Jewish, Buddhist, Muslim, Hindu, or Christian.
- The Prison Warden or designee, subject to security considerations, may approve major faith group religious services for a combination of the sections.
- Group religious services by the major faith groups shall be non-denominational. This means that the service will not promote the teachings or doctrines of one sect or denomination, but be general in nature involving doctrines and beliefs that are common to the major faith group.
- Additional major faith group religious services may be provided if requested by at least 25 inmates who have designated the faith, subject to the Prison's security classifications. This means at least 25 inmates in a respective Prison section shall have designated the religion or faith as their preference and requested group religious services, can include sects or denominations of the major faith groups, and can promote the teachings or doctrine of that sect or denomination.
- Major faith group religious services shall be conducted by recognized representatives of the faith.

Study Groups:

- Based upon the availability of Prison meeting rooms and security considerations, study groups can be scheduled. A request for a study group meeting shall be submitted and reviewed by the Chaplain, who shall provide a recommendation to the Prison Warden or designee. The Chaplain shall communicate the final decision to the inmate making the request.
- Study groups are to be non-denominational in doctrine, as in the group religious services. Study groups are informal, with interaction between the representatives of the faith groups and inmates.
- Participation in study groups may be limited based upon the size of the meeting room and considerations related to Prison security and orderly operations.

SCHEDULES AND FACILITIES

The Chaplain, with the approval of the Prison Warden or designee, is responsible for developing, scheduling, and directing religious activities.

In scheduling approved religious activities, the Chaplain and the Prison Warden or designee shall consider the safety, security, and orderly operation of the Prison, availability of meeting space, the need for staff supervision, and the need to allot time and space equitably among different groups.

Current program schedules shall be posted on all unit bulletin boards.

Multi-purpose rooms are designated space in the Prison for group religious services and study groups. Gymnasiums, classrooms, and dayrooms may be used for group religious services and study groups if available, and safety, security, and orderly operation of the Prison is not affected.

Attorney/client interview rooms are available to be used for small counseling and study groups, not to exceed four (4) persons. If the rooms are needed for attorney/client purposes, the meeting may be moved to another available room, rescheduled, or terminated.

The Chaplain's Office may be used for counseling by representatives of faith groups.

The Food Service Department will implement procedures for accommodating, within reason, inmates' religious dietary requirements. When an inmate's religion requires special food services, either daily or during certain holydays or periods that involve fasting, restricted diets, etc., staff will make all reasonable efforts to accommodate them. This will require, among other things, modifying menus to exclude certain foods or food combinations, providing meals at unusual hours, etc.

Inmates shall register their special religious dietary needs with the Chaplain in advance. The Chaplain will review their request, including verification with recognized representatives of the faith and that the inmate has designated the religion as well a religious preference.

If an inmate deviates from the special dietary requirements for other than medically necessary reasons, such as breaking a fast or eating other than approved food, the special food service will be terminated and the inmate returned to the normal Prison diet.

SPECIAL DIETS

Medically ordered dietary changes- The Food Service Department shall adhere to any dietary changes ordered by the Prison Physician or Dentist. The Medical diet orders will be furnished in writing to the Food Service Supervisor and Kitchen staff for review and implementation will conform as closely as possible to food served to other inmates.

The Prison Chaplain shall be consulted concerning any questions on religious diets that will be served an individual on an as needed basis.

With the exception of medical, medical variations, common fare, & kosher, all inmates shall eat the same meal. Food Loaf will be served to inmates in disciplinary segregation according to the Food Loaf Policy.

Medical variations (a medical order that changes a diet to fit inmates medical needs based on medicals evaluations and assessment.)

TYPES OF MEALS

All meals served at York County Prison are nutritionally balanced, dietician-approved and properly prepared; this includes the portion sizes. There are (4) types of meals offered at the prison: the regular, common fare, kosher and a medical diet meal. Inmates must choose one of the meals when the Intake Counselor interviews them. The regular meal does not contain pork or pork by-products; it meets the dietary restrictions of the Islam religion. The common fare meal is entirely vegetarian and should fall within the dietary restrictions of almost all religions; it does not contain any animal products. If they choose the common fare meal and take a regular meal at mealtime, the inmate will be taken off the common fare menu. A Kosher meal is only offered to those inmates who claim to be Jewish upon admission. If the inmates are Jewish and require the kosher meal, inform the Intake Counselor. If the inmate chooses the kosher meal but takes a regular meal or an item that is not part of the kosher meal, the inmate will be removed from the kosher list. The prison DOES NOT serve kosher meals to any other religions. The Medical Department may also assign you to a medical diet if the nurse or doctor feels it is necessary.

The following also applies to meal times/serving meals: